
Co-operative Federation of Victoria Ltd

Minutes of Board of Directors meeting held at Sundowner Mid-City Motor Inn, Warrnambool, 14 May 2001 at 8.00 a.m.

Present: D. Griffiths (Chair), C.Greenwood, Peter Jamieson, N.Black, John Luckman, T. O'Shea and G. Charles (Executive Officer)

Apology: Val Ogier

Board Minutes

Resolved that the minutes of the board meeting held on 19 March 2001 be confirmed as a true and accurate record of that meeting and duly signed by the Chair.

Resignation

In apologising for not attending this meeting, Malcolm Boyce also submitted his resignation.

Resolved to accept Malcolm Boyce's resignation with regret and that this be conveyed by the Executive Officer.

Web Site

The Chairman reported on outstanding content issues:

1. History – checking, N.Black and B.McIntosh.
2. VCN – provision of pdf copies, Chris Greenwood.
3. Rules – checking, EO.
4. Membership – letter and delegate form, EO.
5. MOCA Workshop – notes and report, DG.

The Chairman reported that he hoped that further work would be completed within two weeks for forwarding to the North East Telecommunications Co-operative for resolving technical problems and uploading. He suggested a launch could then be determined.

It was noted that it was important to update the site on a regular basis.

Resolved to commend the Chairman on his work in developing the web site.

The Co-operative Difference: Developing Directors of Co-operatives

The Chairman reported that a proof copy of the kit was ready and that he had completed necessary corrections.

The EO reported that he was negotiating with member co-operatives for Introductory Workshops to be organised at Avoca, Wangaratta and Warmambool. He said he hoped that there would also be a workshop in Gippsland.

The Chairman reported that there had been a further discussion with the South East Housing Co-operative Ltd regarding a workshop aimed at housing co-operatives.

The Chairman also reported that advance orders worth \$400 had already been received for copies of the kit from Co-operative Energy Ltd (x3) and the NSW Registry of Co-operatives (x1).

There was a discussion on the proposed MOU with the Active Learning & Communication Co-operative Ltd (ALCC).

There was discussion on the capacity of ALCC to participate in a joint initiative in the absence of David Shires and it was agreed that this could be tested by inserting a three month trial period within the MOU.

Resolved to refer the MOU to Nigel Hill for advice to ensure that the MOU with ALCC did not expose the CFV to risk and that it was not excessively legalistic and to include a three month trial period.

Victorian Co-operative News

The Chairman said that the National Co-op Update/Victorian Co-operative News survey had been disappointing with only eight returned questionnaires with two from Victoria – from Co-operative Energy Ltd and Southern Energy Co-operative Ltd.

It was agreed that the issue would be further discussed at the next board meeting.

Finance

Resolved that the Statement of Receipts & Payments 1/11/2000 – 30/04/2001 be received and the accounts confirmed for payment.

It was noted that the EO would present a Budget for 2001/02 at the next board meeting.

New Members

Resolved to accept the following new members for membership and allocate shares accordingly:

Australian Alpaca Co-operative Ltd

North East Rural Education Project Co-operative Ltd

Resolved that Judith Anderson be appointed a delegate for Australian Alpaca Co-operative Ltd

Resolved that Elisa Bertuch be appointed a delegate for North East Rural Education Project Co-operative Ltd

Membership Subscriptions

The Executive Officer reported that the Hopetoun Courier Co-op Ltd had informed him that it would pay the current and overdue subscriptions.

Letters to the Editor

The Chairman noted that the letters to The Age and the Herald Sun on Arnott's Biscuits had been published by both newspapers.

Membership Cancellations

In accordance with Division 4 Section 131 of the Co-operatives Act 1996 and Rule 19 the board declares the membership of the following members cancelled and their shares forfeited because the members have not been active during the required period and were given more than 28 days notice of the board's intention to declare the memberships cancelled:

Ballarat Childcare Co-op Ltd

Ballarat Taxis Co-op Ltd

Beaumaris Motor Yacht Squadron Co-op Ltd

Consolidated Herd Improvement Co-op Ltd

Dandenong & District Aborigines Co-op Ltd

Down to Earth (Victoria) Co-op Ltd

Emu Farmers Co-op Ltd

Gippsland Tip Truck Hiring Co-op Ltd

Green Lands Co-op Ltd

Lakes Entrance Fishermen's Co-op Soc Ltd

Macauley Community Credit Union Co-op Ltd

Mirboo North Newspaper Co-op Ltd

Moonee Creek Co-op Ltd

Moorabin Rental Housing Co-op Ltd
Muslim Community Co-op (Australia) Ltd
Skye Childrens Co-op Ltd
South Barwon Rental Housing Co-op Ltd
Timboon Herd Improvement Co-op Ltd
Warm Corners Co-op Ltd
West Gippsland Herd Improvement Co-op Ltd
Wombat Co-op Ltd

Correspondence

The Executive Officer tabled a list of correspondence.

It was noted that since his appointment Co-operative Development Services Ltd had sent approximately 15 letters and a similar number of emails to the EO regarding various matters.

It was agreed that a sub-committee of the board would seek a meeting with representatives of the board of CDS to discuss the issue of the correspondence. It was agreed that the sub committee would comprise Chris Greenwood, Tony O'Shea and Peter Jamieson.

Resolved to note the correspondence tabled.

Marketing Our Co-operative Advantage

The EO reported that there were up to 56 registrations for the MOCA Workshop.

UDV

The Executive Officer reported that Heather Waddell, UDV, had still not responded to two telephone calls and two emails re co-operative director training.

He reported that he had sent a follow-up letter but to date there had been no response.

NEXT MEETING: 11.00 a.m. – 1.30 p.m. 26 June 2001 at Devenish Hotel Co-operative Ltd

Prepared and checked by Chairman and Executive Officer: 15-16 May 2001
Mailed: 16 May 2001

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Action List

Action	Agenda Item	Item Status	Who	What	By When
Co-op Advantage Director Training Program	3	Ongoing	EO C CG	Refer MOU with ALCC to solicitor NH for advice re avoiding CFV exposure to risk and whether excessively legalistic. Final proof reading of Kit and arrange printing. Insert three month trial into MOU. Finalise brochure. Advertise in next issue VCN Sell kits/workshops. Organise Introductory Workshops Avoca, Maffra, Wangaratta and Warnambool. Organise workshop with South East Housing Co-operative Ltd.	June/July 2001
Rule change casual vacancies & board	4	Ongoing	EO	Clarification from solicitor NH re relationship between three year terms, casual vacancies and independent directors and option of six directors including one independent director.	June 2001
Co-operation Awards		Ongoing	EO and Chairman	Circulate terms of reference for reviewing future of Co-operation Awards by board. Circulate to directors comments received.	To be discussed at Board meeting 26 June 2001
Consumer Business Affairs Victoria		Ongoing	Chairman	Payment to Words in Time. Discussion with insurer	Kit end May 2001. Insurance end June 2001.

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Funding				re raising coverage from \$1 to \$5 million. CFV insurer asked to provide necessary information.	
Agriculture	6	Ongoing	EO C	EO to be paid at rate of \$30 per hour.	Kit writing and designing in process. End May 2001
CPS Ltd insurance with JLT		Ongoing	EO	Continue follow-up initiatives with JLT and CPS. Executive Officer to report progressively on outcomes. It appears that Warnambool has agreed to shift its insurance business to JLT when insurance policies fall due. CEPA still in negotiation. Previously envisaged visit to Ardmona and Tatura has been postponed. Discussions with CPS with EO to follow-up JLT	
Dairy co-operative developments.		Ongoing	NB CG C EO	Future structure. Developments.	Progress report board meeting 26 June 2001
Tom Webb Seminar 2001	5	Ongoing	EO C CG	Article in VCN Analyse 25 (54%) seminar evaluation sheets and distribute to directors. Photocopy and distribute seminar notes to attendees and offer for sale to other members. Consider follow-up options.	May 2001 June 2001 June 2001 To be discussed at board meeting 26 June 2001
Web Site	7	Ongoing	EO C CG NB B McI	More developmental work for Chairman with other material and checking by others and, then, subsequent technical checking and uploading by North East Telecommunications Co-	To be discussed at board meeting 26 June 2001

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				operative Ltd.	
United Dairy Farmers Victoria		Ongoing	EO C NB	Follow-up response to co-operative policy and identified training needs. Letter sent 23 April 2001.	To be discussed board meeting 26 June 2001
2000-01 Membership Subscription		Ongoing	EO	Follow up outstanding subscriptions. EO to contact Ballarat Community Development Co-operative and others.	
Legislation		Ongoing	EO	EO to contact Victorian Government.	Board meeting 26 June 2001
Membership Cancellations	6	Ongoing	EO	Letters to be sent notifying cancellation of membership.	June 2001.
Annual subscription arrears:		Ongoing	EO	Investigate consistency with Rules in forgiving 1999/2000 Annual Subscription. Referred to Nigel Hill for advice.	Board meeting 26 June 2001
Energy Aggregation		Ongoing	EO and Chairman	Circulation of Authorisation Form to members.	June 2001
ACCORD		Ongoing	EO	Action still to be undertaken.	
Co-opSpeak		Ongoing	EO and Chairman	Formalisation of the availability of speakers from the Co-operative Federation of Victoria Ltd to speak on co-operation and co-operative issues. Brochure on Co-opSpeak prepared by Chairman and Executive Officer. Two queries for speakers. Chairman spoke to group of approximately 12 students at Deakin University on 3 April 2001.	Report as appropriate.
Document Archives		Ongoing	Chairman	Creation of a database of all documents held by the Co-operative	As at 16 March 2001 number of records entered into database was 586

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				Federation of Victoria Ltd.	
Dot-Coop		Ongoing	C	Liaison with ACCORD and NCBA Letter mailed	Advise on progress.
Malcolm Boyce		Initiated 14 May 2001	EO	Letter acknowledging resignation with regret.	June 2001
Politicians and UK Co-operative Commission Report		Initiated 21 March 2001	EO C	Chairman met with Hon. Bill Forwood, MLC, Deputy Leader of Opposition (Council) Letter dated 20 April 2001 from Premier Bracks noting UK Co-operative Commission report forwarded to Marsha Thomson.	
Herd Improvement Co-operatives			EO C	Discussion with NH 22 April 2001 and mail out to member HI co-ops 23 April 2001 requesting expressions of interest in a merger seminar. Maffra HI has separately contacted NH.	To be discussed board meeting 26 June 2001
Meeting with CDS board representatives		Initiated 14 May 2001	TO CG PJ	Discussion about approx 15 letters and 15 emails.	Board meeting 26 June 2001
Budget		Initiated 14 May 2001	EO C	Preparation of 2001/02 budget	Board meeting 26 June 2001
VCN		Initiated 14 May 2001	EO C CG	Future	Board meeting 26 June 2001